

CSS Member Quick Rules & Privacy Notes

Welcome to Comic Sans Script (CSS) – for various reasons (legal and cultural) we ask that you have a look at these rules and sign-up to them. Sorry for the bureaucracy, but hopefully you will understand their importance in protecting you and other members of the group.

For full rules see the Comic Sans Script Constitution, however here is a 'brief' summary:

WHAT YOU ARE ENTITLED TO AS A MEMBER

EVENTS: You get to attend Comic Sans Script events (e.g. workshops/shows) for the minimum of cost we can reasonably provide it. *Note: For some events for quality or capacity reasons we may need to limit attendees (based on fair, open and reasonable criteria)*

PERSONAL DATA: Your personal data/information should not be shared outside the group channels without your permission.

CONSTITUTION BENEFITS: You get various benefits of being a Member as defined by the constitution, briefly:

- Voting rights at AGMs and group votes
- Applying/Standing for Board positions
- Access to various private CSS communications channels (Google Drive, Facebook, etc.)
- The ability to have issues considered by the Board – and if not satisfied with the resolution (and if supported by 10% of the group) raise an Exceptional General Meeting to 'force' the issue.
- You are more than welcome to become a member of any other improv group, or form new ones – so long as you take care not to 'pass-off' any non-CSS event as a CSS one.
- You must be treated as 'Fairly and Reasonably' as possible by all comic Sans Script members in all CSS related matters
- You may not have your membership removed if you continue to meet the attendance and behaviour criteria in the constitution

YOUR RESPONSIBILITIES AS A MEMBER

BE AS FAIR AND REASONABLE as possible in your dealings with all other members; and also to non-members if you are identifiable as a CSS member/representative

INSTRUCTION/SUPPORT: Endeavour to follow all reasonable instructions or requests from any 'lead', instructor, coach or similar during workshops/rehearsals, and endeavour to follow any reasonable requests for support from members in the spirit they are asked from other members during events

DO NOT SHARE PERSONAL INFORMATION acquired/shared inside CSS channels with any non-CSS communications channel without the permission of the subject of the information. This includes photos, videos, personal views/emails, contact details, etc.

Be aware that certain members may have significant personal reasons NOT to have information about them shared. *(Important: Just because you do not mind having photos of yourself shared on Facebook this does not mean everyone else is of a similar mind)*

NOT-FOR-PROFIT – Understand the group is legally 'not for profit', so cannot undertake certain activities (e.g. paying members, or otherwise 'rewarding' them with meals/gifts, etc.) All money must be spent on things that benefit the stated aims of the group.

NON-OFFENSIVE - Aim to be relatively non-offensive – both 'in-scene' and when you are 'out of scene' (e.g. in the breaks).

REPRESENTATION – Do not claim to officially represent the group on a significant matter if you have not had permission from the President. Also do not aim to bring the group into disrepute, by damaging the name/brand of Comic Sans Script. Only the President may approve 'official' CSS events/shows. Always try to act in 'good faith' towards the group and not act against its interests

NO RECORDING: No recording of any sort (e.g. audio, video, photography) is permitted at any Comic Sans Script workshop/event, without the express permission of ALL those featured in the recording/photo – and the organiser/lead of the event too.

SHOW RECORDING/COPYRIGHT: Recording may take place at certain Comic Sans Script events (such as shows) – attendees grant permission for this to be used for group internal purposes (e.g. training, improvement, review, etc). Any still/clip/image from such recording may not be shared/distributed to any non-CSS member without approval from all those within the still/clip/image. The copyright of all content recorded at any CSS remains that of CSS, unless explicit permission is granted by the President otherwise.

REMOVAL OF CONTENT: Whilst CSS will remove your personal details if requested. In the case of show/event/group-photo recordings it may not be reasonably possible to 'cut your image out' of group pictures and videos without it spoiling the overall effect. As such in these cases your personal data will not be removed - unless this poses a *significant* issue to you (e.g. moral, embarrassment, unflattering image) – not just a 'preference' it is removed.

Note: The 'reasonable' level of effort you can expect for data removal from CSS (which is a voluntary group) is that of basic 'cropping' of images – not a professional photoshop-esque graphic design job!

FAIR EFFORTS & ERRORS – You understand that CSS is a volunteer-run organisation that operates on a fair-efforts basis given what people are able to contribute in their spare time. Whilst we don't set out to make mistakes, you must accept the risk that occasionally an accidental error/issue may occur in the running of the group on a more likely basis than if this were a professional full-time staff running it. As such if you have any major privacy concerns then there is an onus on yourself to perhaps use CSS-specific contact details (as opposed to expecting CSS to run 'perfectly'). Although the fact we are a local comedy group who has its own privacy policy hopefully indicates we are not reckless with such data!

If you have any specific concerns please speak to the President of the group.

CONTACT SHARING NOTE: *Whilst initially your contacts (email/phone number) are only held by the senior admin personnel of the group – if you get more involved in shows/events these details will become more known to the group (as they will need to contact you about organising/administration of the show/event). If this causes any serious issues – perhaps consider a CSS-specific email address and/or pay-as-you-go phone.*